

# CBP OFFICER (CONTAINER SECURITY-TEAM LEAD)

DEPARTMENT OF HOMELAND SECURITY

Customs and Border Protection

## Overview

### Open & closing dates

🕒 06/29/2016 to 07/08/2016

### Salary

\$73,846 to \$96,004 per year

### Pay scale & grade

GS 13

### Work schedule

Full-Time - Full Time

### Appointment type

Temporary - Temporary NTE 2 Years

## Locations

1 vacancy in the following location:

### Barcelona, Spain

1 vacancy

### Relocation expenses reimbursed

Yes Relocation expenses will be paid.

## This job is open to



### Federal employees

Current or former competitive service employees, including:

- Merit promotion
- Career Transition (CTAP, ICTAP, RPL)
- Transfer

**Announcement number**

MHCMP-1736681-IC

**Control number**

442833600

## Duties

### Summary

Do you desire to protect American interests and secure our Nation while building a meaningful and rewarding career? If so, the Department of Homeland Security (DHS) is calling. DHS components work collectively to prevent terrorism, secure borders, enforce and administer immigration laws, safeguard cyberspace and ensure resiliency to disasters. The vitality and magnitude of this mission is achieved by a diverse workforce spanning hundreds of occupations. Make an impact; join DHS.

Discover a challenging and rewarding career in CBP, the sole organization responsible for securing the nation's borders. At U.S. Customs and Border Protection, we:

- Screen passengers, vehicles, and shipments entering our country
- Seize illegal narcotics, vehicles, and agricultural products
- Prevent unauthorized entry into the country
- Rescue individuals who fall into dangerous conditions traversing our border

For more information about CBP's mission, activities, and careers, please see <http://www.cbp.gov> (<http://www.cbp.gov>)

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Joining the Customs and Border Protection Office of Field Operations will allow you to use your expertise to detect and prevent terrorists and instruments of terror from entering the U.S. Apply for this exciting opportunity to strengthen homeland security by performing law enforcement activities related to inspection, intelligence analysis, examination, and interpretation of laws and regulations. This position starts at a base salary of \$73,846.00 (GS-13), with promotion potential to GS-13.

**Who May Apply:** Current U.S. Customs and Border Protection employees with competitive status.

- For definitions of terms found in this announcement, please see [http://www.dhs.gov/xabout/careers/gc\\_1303762131481.shtm](http://www.dhs.gov/xabout/careers/gc_1303762131481.shtm) ([http://www.dhs.gov/xabout/careers/gc\\_1303762131481.shtm](http://www.dhs.gov/xabout/careers/gc_1303762131481.shtm))

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**Organizational Location:** This position is located within U.S. Customs and Border Protection, Office of Field Operations, Container Security Division, Barcelona, Spain.

One or more selections may be made using this job opportunity announcement.

### Responsibilities

**Promotion Eligibility Directive:** Effective October 1, 2013, Journey-level GS-1895 CBP Officers who competed for and served one year in a NTE non-supervisory GS-1895-13 are now eligible to compete for a permanent non-supervisory GS-1895-13 position. The time spent in this position does not fulfill the one year requirement as a GS-13 first line Supervisory Officer to compete for a GS-13 second line Supervisor. Please see the Promotion Eligibility Directive diagram on CBP.net for more information.

In this temporary GS-13 position you will become a key member of a team of homeland security professionals responsible for detecting and preventing terrorists and instruments of terror from entering the U.S. Typical work assignments include:

- Reviewing, evaluating, and analyzing carriers` and exporters` records, manifests, licenses, and similar documents to determine risk levels and threats to national security and to ensure compliance with import/export laws and regulations.
- Identifying, planning and coordinating necessary actions to include: providing assignments to team members as appropriate, writing or coordinate reports, and determining the depth of examination of U.S. bound sea containers departing from foreign ports.
- Conducting physical inspections at ports abroad using a wide range of technical devices and machines and utilizing information obtained from the Automated Manifest System, the Automated Targeting System and other databases to assess the risk of containerized shipments.
- Observing inspections done by foreign administrations and assist in developing new targeting strategies as necessary and make recommendations for enhancements.
- Writing or coordinating reports; planning and carrying out special assignments, studies or investigations, resolving major or complex problems in operations; and developing or implementing improved or new procedures

### Travel Required

Occasional travel - Travel may be required.

### Supervisory status

No

### Promotion Potential

13

### Who May Apply

#### This job is open to...

Current U.S. Customs and Border Protection employees with competitive status.

Questions? This job is open to 1 group.

### Job family (Series)

[1895 Customs And Border Protection](https://www.usajobs.gov/Search/?j=1895)  
(<https://www.usajobs.gov/Search/?j=1895>)

## Requirements

### Conditions Of Employment

- You must be a U.S. Citizen
- Males born after 12/31/1959 must be registered with Selective Service
- You may be required to pass a background investigation and/or polygraph
- You may be required to pass initial and random drug testing
- You and your dependents must obtain a valid passport
- You and your dependents must pass a State Department medical examination
- You must possess a valid driver's license and meet firearms requirements
- You must pass the CBP Officer Promotional Assessment (including in-basket)
- You must be proficient in Spanish.

**Foreign Transfer Allowance** - The foreign transfer allowance is divided into two separate allowances. These allowances are payable as follows:

A. **Miscellaneous Expense Allowance** - This allowance is intended to assist you with certain extraordinary costs in connection with establishing residence quarters at the foreign post. An amount of \$650 for a single employee and \$1300 for an employee with family may be granted without any receipt or itemizing required. This allowance is not paid to employees who are returning to the United States for separation.

B. **Subsistence Expenses Allowance** - A subsistence expense allowance applicable to lodging, meals (including tips), laundry, cleaning and pressing expenses in temporary quarters for you and each member of your family for up to 10 days before final departure from a post in the United States to a post in a foreign area. Expenses of local transportation are not allowable.

**Temporary Lodging Allowance (not payable if claiming living quarters allowance):**

A temporary lodging allowance is a tax-free quarters allowance that is granted to you for the reasonable cost of temporary quarters, which are incurred by you and your family for a period not to exceed (1) 60 days after first arrival at a new post in a foreign area, or a period ending with the occupation of permanent quarters, if earlier; and (2) 30 days immediately preceding final departure from the post subsequent to the necessary vacating of residence quarters.

**Transportation of Household Effects and Related Expenses:**

A. Maximum weight of household goods and personal effects, which may be transported or stored at Government expense, shall not exceed 18,000 pounds net weight for all employees.

B. The transportation of household goods must be accomplished through the use of Government Bill of Lading. This includes transfers either to or from a foreign post of duty.

C. **Allowance for Transportation and Accessories Service** - The actual cost of transportation of household goods and personal effects, including the packing and crating of materials, lift vans, or other temporary containers with the weights prescribed in the previous paragraph, will be allowed at Government expense.

D. **Temporary Storage of Household Goods** - Temporary storage incident to transportation of household goods is allowable for a period of up to 90 days.

## Qualifications

**GS-13:** You qualify at the temporary GS-13 level if you possess one (1) year of specialized experience as a Journeyman level CBP Officer that equipped you with the skills needed to perform the job duties. Examples include leading, directing, supervising, or providing technical direction to others in performing inspection, intelligence analysis, examination, and law enforcement activities relating to the arrival and departure of persons, conveyances, and merchandise into the U.S. Experience supervising Customs and Border Protection related work activities is preferred.

Experience refers to paid and unpaid experience, including volunteer work done through National Service programs (e.g., Peace Corps, AmeriCorps) and other organizations (e.g., professional; philanthropic; religious; spiritual; community, student, social). Volunteer work helps build critical competencies, knowledge, and skills and can provide valuable training and experience that translates directly to paid employment. You will receive credit for all qualifying experience, including volunteer experience.

**This position will be filled on a temporary basis not-to-exceed two years with possible extensions for an additional three years (2-2-1). Before the end of the fifth year of this temporary promotion, a decision will be made by management to determine when the incumbent will return to the same or similar position and to the previous grade held prior to this temporary promotion.**

**Note: If you accept a Change to Lower Grade to enter this position, CSI can not guarantee that you will be returned to your previous grade. If there are no positions available at the higher grade, you will be returned to a position at an equivalent grade level of this temporary promotion.**

**Secondary CBP Officer Enhanced Retirement Requirement:** The criterion is that knowledge, skill and ability in a position deemed to meet primary CBPO special retirement coverage is a **mandatory prerequisite** to satisfactory perform the major duties and responsibilities of this job. In order to meet the requirements of this secondary CBP Officer position you must have permanently served in a primary CBP Officer Special Enhanced Retirement covered position, i.e. Customs Inspector, GS-1890, Immigration Inspector, GS-1816, Canine Enforcement Officer, GS-1801, or CBP Officer, GS-1895.

**Note:** If you are currently serving in a permanent Secondary CBP Officer Special Enhanced Retirement covered position, you are exempt from this mandatory prerequisite.

You must:

- Meet all qualification requirements, subject to verification at any stage of the application process; and
- Meet all applicable Time in Grade requirements (current Federal employees must have served 52 weeks at the next lower grade or equivalent grade band in the Federal service) by Friday, July 08, 2016.

**Security Clearance:** This position requires a security clearance. If selected for this position, you should be able to obtain and maintain a Secret Clearance.

**Overseas:** In accordance with the CSI/IAP Rotation/Return Rights Policy, candidates, who previously completed an overseas (including Canada) assignment with CBP and were relocated back to the United States upon completion of their tour, are ineligible to apply for this vacancy unless the candidate has served 5-years at a domestic duty station following their initial foreign tour of duty. (This requirement does not apply to TDY assignments). There will be no rotations and/or reassignments made within CSI locations and no foreign to foreign assignments with CSI except for mission critical needs and/or in the best interest of the CSI mission.

**Return Rights:** No later than (180) days prior to the completion of your tour of duty at a foreign duty station, you will submit a prioritized list of up to five (5) duty locations to which you prefer to be reassigned to the Country Team Manager, Operations Branch, Container Security Initiative Division, Washington, DC 20229. This list may contain Ports/Areas, Field Operations Offices or a combination of both. If no vacancies are available in the preferred locations you have requested, you will be returned to your original homeport or field office that was held prior to this assignment.

**Training:** You may be required to attend approximately 18 weeks of training at the CBP Academy at FLETC.

**Shift Work/Overtime:** You may be required to work on a shift and rotational basis and perform substantial amounts of overtime.

**Rotation of Assignments/Duty Locations:** Applicants may be required to rotate assignments and duty locations.

**Data Systems:** Applicants must maintain ability to access all data systems.

**Physical and Environmental Conditions:** The work environment includes marine docks and terminals. Periods of outdoor work may be required in snow, rain, or extreme heat. Occasional periods of outdoor work may be required in remote areas with no modern comfort facilities. The work may involve the use of toxic chemicals, pesticides and fumigants. Protective clothing may be required such as hard hats, gloves, goggles, hearing protection and respirators.

**Language:** Spanish Language Proficiency is required.

If you are not a current GS-1895, and you are selected, you will have to meet the following medical/physical standards:

**Physical and Medical Requirements:** Because the duties of the position are of a strenuous nature and require a high degree of interaction and responsibility to the public, you must undergo and successfully pass our medical screening process. We will schedule, provide and pay for the required basic medical examination. For more information, go to [http://www.cbp.gov/sites/default/files/documents/cbpo\\_drug\\_test\\_3.pdf](http://www.cbp.gov/sites/default/files/documents/cbpo_drug_test_3.pdf) ([http://www.cbp.gov/sites/default/files/documents/cbpo\\_drug\\_test\\_3.pdf](http://www.cbp.gov/sites/default/files/documents/cbpo_drug_test_3.pdf))

**Physical Fitness Screening:** Due to the strenuous nature of the CBP Officer duties and the associated training programs, fitness tests have been developed and will be used to screen candidates for CBP Officer positions. Candidates will be required to pass 2 pre-employment fitness tests. For more information, go to: <http://www.cbp.gov/careers/join-cbp/which-cbp-career/cbp-officer> (<http://www.cbp.gov/careers/join-cbp/which-cbp-career/cbp-officer>)

**Tour of Duty:** This position will be filled on a temporary basis not-to-exceed two years with possible extensions for an additional three years (2-2-1). Before the end of the fifth year of this temporary promotion, a decision will be made by management to determine when the incumbent will return to the same or similar position and to the previous grade held prior to this temporary promotion.

## Education

**CBP Training:** You will be required to attend CSI-related training.

**Passports:** You will be required to obtain diplomatic passports for yourself and your dependents as a condition of selection.

**Annual Leave Accumulation:** When you are selected for a Container Security Initiative (CSI) position, you will earn annual leave at the same rate as stateside. The maximum accumulation of annual leave at a CSI station increases to 45 days (360 hours).

**Home Leave:** In addition to annual leave, you will earn five, ten, or fifteen days home leave on each two year assignment depending on your foreign post assignment and the post differential rate. This leave is granted to you when you have your CSI assignment extended for another tour and is to be used between tours. The government pays your per diem and transportation expenses from your post of duty in a CSI station to your former official residence in the United States. In addition, it also pays for the transportation expenses of your dependents that accompany you on home leave to your residence in the United States.

**Living Quarters Allowances (not payable if claiming temporary lodging allowance):** You will receive payment of an annual tax-free quarters allowance for housing while in a CSI station. This allowance is intended to cover the cost of suitable, adequate living quarters for you and your family plus the cost of heat, light, gas, fuel, electricity and water. However, at some duty stations government subsidized housing is provided.

**Education Allowance:** Payment for most actual costs of education for each dependent are determined by the Department of State and are subject to change.

**Additional Information:** Applicants should be aware that certain international locations may require additional out of pocket expenses that may or may not be reimbursable at a later time.

## Additional information

**Background Investigation:** Customs and Border Protection (CBP) is a federal law enforcement agency that requires all applicants to undergo a thorough background investigation prior to employment in order to promote the agency's core values of vigilance, service to country and integrity. During the screening and/or background investigation process, you will be asked questions regarding any felony criminal convictions or current felony charges, the use of illegal drugs (i.e., marijuana, cocaine, heroin, LSD, methamphetamines, ecstasy) and the use of non-prescribed controlled substances including any experimentation, possession, sale, receipt, manufacture, cultivation, production, transfer, shipping, trafficking, or distribution of controlled substances. Entry into this position may require that you successfully pass a polygraph examination. For more information, please see:

[http://www.cbp.gov/xp/cgov/careers/apply/mandatory\\_back\\_invest.xml](http://www.cbp.gov/xp/cgov/careers/apply/mandatory_back_invest.xml)  
([http://www.cbp.gov/xp/cgov/careers/apply/mandatory\\_back\\_invest.xml](http://www.cbp.gov/xp/cgov/careers/apply/mandatory_back_invest.xml))

**Probationary Period:** Current and former federal employees may be required to serve or complete a probationary period.

This position is not covered under the bargaining unit.

CBP uses E-Verify, an internet-based system, to confirm the eligibility of all newly hired employees to work in the United States. Learn more about E-Verify here, <http://www.uscis.gov/e-verify> (<http://www.uscis.gov/e-verify>), including your rights and responsibilities.

Every individual receives a fair opportunity throughout the Federal recruitment and hiring process. To learn more, click on the link

[https://hru.gov/Studio\\_Recruitment/tools/Mythbuster\\_on\\_Federal\\_Hiring\\_Policies.pdf](https://hru.gov/Studio_Recruitment/tools/Mythbuster_on_Federal_Hiring_Policies.pdf)  
[https://hru.gov/Studio\\_Recruitment/tools/Mythbuster\\_on\\_Federal\\_Hiring\\_Policies.pdf](https://hru.gov/Studio_Recruitment/tools/Mythbuster_on_Federal_Hiring_Policies.pdf)  
[https://hru.gov/Studio\\_Recruitment/tools/Mythbuster\\_on\\_Federal\\_Hiring\\_Policies.pdf](https://hru.gov/Studio_Recruitment/tools/Mythbuster_on_Federal_Hiring_Policies.pdf)

Follow

U.S. Customs and Border Protection on Twitter [@CustomsBorder](https://twitter.com/#!/customsborder)  
(<https://twitter.com/#!/customsborder>)

Please view the video "Protecting America 24/7" to learn more about CBP's Office of Field Operations:  
[http://cbpapps.cbp.dhs.gov/ofo/2011/protecting\\_america/pro\\_america.wmv](http://cbpapps.cbp.dhs.gov/ofo/2011/protecting_america/pro_america.wmv)

[http://cbppapps.cbp.dhs.gov/oyo/2011/protecting\\_america/pro\\_america.wmv](http://cbppapps.cbp.dhs.gov/oyo/2011/protecting_america/pro_america.wmv)

## How You Will Be Evaluated

**Qualified U.S. Customs and Border Protection (CBP) candidates** will be ranked on the basis of the scores received on your *CBP Officer* Promotional Assessment. Competitive applicants must have a valid test score when the announcement opens, or we cannot consider you for this position. Alternate Staffing (Non-Competitive) Candidates need not have a current, valid test score. Alternate Staffing (Non-Competitive) candidates include applicants who have permanently held a position at the highest grade announced or higher.

Your application record will remain in a pending status until after the announcement closes, at which time we will upload test scores. If you have completed the assessment questionnaire and have uploaded all required documents for this announcement, there is nothing further you need to do at this time.

If you are best qualified, you may be referred to the hiring manager for consideration and may be called for an interview. To preview the job questionnaire, see [View Occupational Questionnaire](https://ApplicationManager.gov/Questionnaire.aspx?ID=5775773&PreviewType=Questionnaire) (<https://ApplicationManager.gov/Questionnaire.aspx?ID=5775773&PreviewType=Questionnaire>)

## **Knowledge, Skills, Abilities and Other Characteristics (KSAOs):**

Candidates who meet the minimum qualification requirements are required to possess certain Knowledge, Skills, Abilities, or Other Characteristics (KSAOs) to successfully perform the functions of this position. Candidates will be asked to demonstrate their attainment of these KSAOs in their resume. The KSAOs are:

- Comprehensive knowledge of U.S. Customs and Border Protection laws and regulations concerning entry, examination, and release of merchandise
- Knowledge of CBP Officer processes, techniques, and law enforcement procedures
- Ability to develop and apply training techniques and procedures to foreign lands and recommend significant changes.
- Ability to interact diplomatically and professionally with foreign customs and government officials.

## Background checks and security clearance

### Security clearance

[Secret](https://www.usajobs.gov/Help/faq/job-announcement/security-clearances/)

(<https://www.usajobs.gov/Help/faq/job-announcement/security-clearances/>)

## Required Documents

- **Your resume:** A resume describing your job-related qualifications is required and will be used for the purpose of reviewing your qualifications and determining what training, if any, would be required when placed. Your resume must be in English and must include your job titles and a detailed description of your duties and the dates you performed them (MM/DD/YY), as well as your hours per week for each position listed. Your resume should also contain your full name, address, phone number, email address, and salary. NOTE: Resumes stored on USAJOBS will not automatically carry over to this announcement. You must upload or fax your resume and any other applicable supporting documentation.
- **Your responses to the job questionnaire** [View Occupational Questionnaire](https://ApplicationManager.gov/Questionnaire.aspx?ID=5775773&PreviewType=Questionnaire) (<https://ApplicationManager.gov/Questionnaire.aspx?ID=5775773&PreviewType=Questionnaire>)
- ***Veterans preference points are not applicable to Merit Promotion announcements.***
- You may be asked to provide a copy of your recent performance appraisal and/or incentive awards. Consideration will be given to performance appraisals and incentive awards as an indication of quality prior experience, no points will be assigned.

**Please upload your resume** under "Resume" and any other applicable supporting documents mentioned above under "Other" documents. "Other" documents may not be applicable for each applicant, but should be utilized if you are submitting a SF-50 for proof of federal service, veterans documents for eligibility, transcripts for qualifications, etc.

**It is your responsibility to verify that any information entered, uploaded, or faxed is received and is accurate.**

Human Resources will not modify or change any part of your application. If a document is not legible, you will not be able to view it in your application and you must again upload or fax it by the closing date.

### **If you are relying on your education to meet qualification requirements:**

You **MUST** submit a copy of your transcript if you want to substitute your education for experience. If you claim qualifications based on education, and do not submit a transcript, your education will not be used in making a qualification determination and you may be found **"not qualified"**.

Education must be accredited by an accrediting institution recognized by the U.S. Department of Education in order for it to be credited towards qualifications. Therefore, provide only the attendance and/or degrees from [schools accredited by accrediting institutions recognized by the U.S. Department of Education](http://www.ed.gov/admins/finaid/accred/).  
(<http://www.ed.gov/admins/finaid/accred/>)

Failure to provide all of the required information as stated in this vacancy announcement may result in an ineligible rating or may affect the overall rating.

## **Benefits**

A career with the U.S. Government provides employees with a comprehensive benefits package. As a federal employee, you and your family will have access to a range of benefits that are designed to make your federal career very rewarding.

- [Benefits for federal employees](https://www.usa.gov/benefits-for-federal-employees#item-36407)  
(<https://www.usa.gov/benefits-for-federal-employees#item-36407>)
- [Healthcare insurance](https://www.opm.gov/healthcare-insurance/)  
(<https://www.opm.gov/healthcare-insurance/>)
- [Pay and leave](https://www.usajobs.gov/Help/working-in-government/pay-and-leave/)  
(<https://www.usajobs.gov/Help/working-in-government/pay-and-leave/>)

DHS offers competitive starting salaries and an attractive benefits package, including: health, vision, dental, life and long-term care insurance, Thrift Savings Plan (similar to a 401(k)), Flexible Spending Account, retirement plan, Employee Assistance Program, personal leave days and paid federal holidays. Other benefits may include: flexible work schedules, telework, tuition reimbursement, transportation subsidies, uniform allowance, health and wellness programs, and fitness centers. DHS is committed to employee development and offers a variety of employee training and development opportunities. For more information, please go to [www.dhs.gov/careers](http://www.dhs.gov/careers)  
(<http://www.dhs.gov/careers>) and select "Benefits".

### **You will retain your current retirement coverage while on this temporary position.**

This position meets the criteria defined in the Fair Labor Standards Act (FLSA) as an exempt position. Therefore, while serving in this foreign duty location, the FLSA code will be categorized as "Exempt". Exempt employees receive an overtime rate defined under Title 5 rather than that defined under FLSA. For more information on Title 5 pay, please see the following link: <http://www.opm.gov/policy-data-oversight/pay-leave/pay-administration/fact-sheets/overtime-pay-title-5/>  
(<http://www.opm.gov/policy-data-oversight/pay-leave/pay-administration/fact-sheets/overtime-pay-title-5/>)

Eligibility for benefits depends on the type of position you hold and whether your position is full-time, part-time, or intermittent. Contact the hiring agency for more information on the specific benefits offered.

## **How to Apply**



To begin your online application, click "**Apply Online**" to create a USAJOBS account and follow the prompts or log in to your existing account. Your application packet must include a completed assessment questionnaire, a resume, and any applicable and/or required supporting documentation. Please see the "Required Documents" section below for additional information. All application materials, including transcripts, must be in English.

We strongly encourage you to apply online. If you cannot apply online, you may fax your resume, assessment questionnaire, and supporting documents to **(478) 757-3144**

(#)

. You must print a copy of and document your responses to the assessment questionnaire [View Occupational Questionnaire](#)

(<https://ApplicationManager.gov/Questionnaire.aspx?ID=5775773&PreviewType=Questionnaire>)

using OPM Form 1203-FX [http://www.opm.gov/Forms/pdf\\_fill/OPM1203fx.pdf](http://www.opm.gov/Forms/pdf_fill/OPM1203fx.pdf)

([http://www.opm.gov/Forms/pdf\\_fill/OPM1203fx.pdf](http://www.opm.gov/Forms/pdf_fill/OPM1203fx.pdf))

, and the official fax cover sheet: <http://staffing.opm.gov/pdf/usascover.pdf>

(<http://staffing.opm.gov/pdf/usascover.pdf>)

. Please include job opportunity announcement ID 1736681 and provide your SSN, name, and address using the exact name you used when you filled out the questionnaire. If you have uploaded documents into your application, you do not need to fax those same documents.

**Applications and supporting documentation will not be accepted by mail or email.** The address below is for inquiries only. You may apply more than once, but the most recent application is the only one that will be used. **You must submit your resume, your online questionnaire, and any supporting documents by 11:59 PM Eastern Time on Friday, July 08, 2016**

## Agency contact information

 CBP MHC Hiring

### Phone

[\(952\)857-2932](tel:(952)857-2932)

([tel:\(952\)857-2932](tel:(952)857-2932))

### Fax

(478)757-3144

### Email

[CBPHIRING-APPLICANTINQUIRY@CBP.DHS.GOV](mailto:CBPHIRING-APPLICANTINQUIRY@CBP.DHS.GOV)

(<mailto:CBPHIRING-APPLICANTINQUIRY@CBP.DHS.GOV>)

[Learn more about this agency](#)

([#agency-modal-trigger](#))

### Address

CBP Minneapolis Hiring Center

5600 American Blvd

Suite 700

Bloomington, MN

USA

*Customs & Border Protection (CBP): Securing America's Borders*

## Next steps

Once the job opportunity announcement has closed, we will assess your experience and training, identify the best qualified applicants, and refer those applications to the hiring manager for further consideration and interviews. You will be notified by email after each of these steps has been completed. Stay informed of changes to your application status by signing up for automatic email alerts at: <https://my.usajobs.gov/Account/NotificationSettings.aspx> (<https://my.usajobs.gov/Account/NotificationSettings.aspx>)

. If you are referred, you will receive a final notification of the disposition of the announcement. We expect to make a tentative job offer within 60 days after the close of the announcement. If you are selected, we may conduct a suitability/security background investigation.

## Fair & Transparent

The Federal hiring process is setup to be fair and transparent. Please read the following guidance.

### Equal Employment Opportunity Policy

The United States Government does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy And gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.

- [Equal Employment Opportunity \(EEO\) office at OPM](https://www.opm.gov/about-us/our-people-organization/support-functions/equal-employment-opportunity/)  
(<https://www.opm.gov/about-us/our-people-organization/support-functions/equal-employment-opportunity/>)
- [Office of Equal Opportunity](http://www.eeoc.gov/eeoc/internal_eeo/index.cfm)  
([http://www.eeoc.gov/eeoc/internal\\_eeo/index.cfm](http://www.eeoc.gov/eeoc/internal_eeo/index.cfm))

### Reasonable Accommodation Policy

Federal agencies must provide reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application and hiring process should contact the hiring agency directly. Determinations on requests for reasonable accommodation will be made on a Case-by-Case basis.

A reasonable accommodation is any change in the workplace or the way things are customarily done that provides an equal employment opportunity to an individual with a disability. Under the Rehabilitation Act of 1973 the Equal Employment Opportunity Commission (EEOC) must provide reasonable accommodations:

- An applicant with a disability needs an accommodation to have an equal opportunity to apply for a job.
- An employee with a disability needs an accommodation to perform the essential job duties or to gain access to the workplace.
- An employee with a disability needs an accommodation to receive equal access to benefits, such as details, training, and office-sponsored events.
- [Disability Employment - Reasonable Accommodations](https://www.opm.gov/policy-data-oversight/disability-employment/reasonable-accommodations/)  
(<https://www.opm.gov/policy-data-oversight/disability-employment/reasonable-accommodations/>)
- [How to contact an agency](https://www.usajobs.gov/Help/how-to/application/agency/contact/)  
(<https://www.usajobs.gov/Help/how-to/application/agency/contact/>)

### Legal and regulatory guidance

#### [Financial suitability](https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/financial-suitability/)

(<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/financial-suitability/>)

#### [Social security number request](https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/social-security-number/)

(<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/social-security-number/>)

#### [Privacy Act](https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/privacy-act/)

(<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/privacy-act/>)

#### [Signature & False statements](https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/signature-false-statements/)

(<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/signature-false-statements/>)

#### [Selective Service](https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/selective-service/)

(<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/selective-service/>)

#### [New employee probationary period](https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/probationary-period/)

(<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/probationary-period/>)